

How to Validate Data Sent by an Electronic Medical Record (EMR)

Once the format of the immunization messages have been validated and uploaded to the ImpactSIIS test environment, you will want to have someone at the practice validate that the messages accurately reflect what was given. This is a very important step in the testing process. It is much easier to correct problems with data if they are discovered before they go into production.

A staff member, preferably someone from the clinical staff, will need to conduct a chart review comparing what was loaded into ImpactSIIS to the patient's chart for accuracy and completeness.

Steps for validating data:

1. Staff member(s) responsible for validating the data will need to obtain access to the ImpactSIIS test environment. A user name and temporary password can be obtained by contacting the ImpactSIIS trainer you have been working with. If you are unfamiliar with the system, please refer to the instructions below for logging in.
2. Your EMR vendor should generate a file over a specified time range (i.e. one day to two weeks), ideally with at least 80 immunization messages from your EMR, to load into the test environment. The file should be sent to ImpactSIIS using the transport method you will use in production.
3. Verify with ImpactSIIS staff that the file has been uploaded into the test environment.
4. Check to make sure that each patient who received vaccines during the specified time period is in ImpactSIIS as expected. Instructions for viewing patients' records are listed below.
5. Compare each data element in ImpactSIIS against the data in the medical record. This includes demographics (e.g. address, phone number, medical record number, VFC status, etc.) and vaccine information (administering practice, vaccine name(s), lot number(s), body site, etc.). Try to confirm that each vaccine product administered during the testing period has passed correctly.
6. Report errors/omissions back to your EMR vendor and the ImpactSIIS representative for corrections.
7. Repeat process until both your office and the ImpactSIIS staff is satisfied with the quality of data in the file.

Logging onto the ImpactSIIS test environment

1. The URL is <https://odhgatewaytst.odh.ohio.gov/Impact>.
2. Type in the username and temporary password you were given. The password is case sensitive.
3. You will be prompted to create a new password. It must be 8 characters long with one number and one special character (e.g. !, @, #, \$).
4. Pick a secret question from the dropdown box and enter your answer in the box below. Your answer will be case sensitive. This will let you reset your password if you forget it.
5. Accept your invitation by entering your facility ID (you can get this from your ImpactSIIS representative).
6. Accept the Security Agreement by clicking on the box at the bottom of the page.

Finding a Patient Record:

1. Click on the Patient tab at the top of the page.
2. Type in the first initial of the last name, first initial of the first name, and birth date (with 4 digit year) and click the Search button.
3. Click on the line of the patient record you wish to see.
4. To see further details on any of the sections, click on the section name using the left-hand menu bar - highlighted in yellow on the image below. You can also click on the blue circle in the upper right hand corner of the section. Address and phone number information will be located in the contact section while medical record number and VFC status will be located in the demographic section.

The screenshot displays the ImpactSIIS Statewide Immunization Information System interface. At the top, there is a navigation bar with tabs for Home, Patient, Vaccines, Reminder Recall, Upload, Reports, Administration, Help, and Call Center. The Patient tab is selected. Below the navigation bar, there are search and filter options for Practice, Clinic, Provider, and Vaccine Giver. The main content area shows patient details for TEST, ALEXANDRIA (DOB: 3/17/2004). The interface is divided into several sections: Demographic Summary, Contact Summary, Immunization Summary, and Associated Individuals. The Demographic Summary section includes fields for Name, Birth Date, Gender, Primary Contact, and Relationship. The Contact Summary section includes a table with columns for Full Name, Relation, and Imm. Status. The Immunization Summary section includes a table with columns for Group, Dose 1 through Dose 7, and a Last Evaluation Date. The Associated Individuals section includes a table with columns for Full Name and Imm. Status. The interface also features a left-hand menu bar with various options like Add Current, Add Historical, Add Immunity, Add Refusal, Add Appointment, Contraindications, Lead Test Results, School Information, Vision Screenings, Hearing Screenings, BMI Measurements, Tuberculosis, Encounters, Account, Add New Payment, and Patient Payments. A legend at the bottom indicates the status of immunizations: Due Now (red), Refusal (orange), Given Too Early (green), Do Not Count (purple), Incorrect Spacing (grey), Given Late (yellow), and Immunity (blue). A note at the bottom states: "Note: Vaccine forecasting and evaluation is a tool to use for your benefit. It is not meant to replace onsite evaluation from the provider."

Vaccine for Children (VFC) Providers:

It is especially important for providers who administer VFC vaccines to make sure that VFC status is being recorded properly so that your practice can account for the federally-purchased vaccine. If it is not recorded properly, this will affect your VFC profile numbers and, in turn, affect your practice's vaccine allotment.

There are a couple of different ways to check VFC status. First, you can check the individual record as explained above. VFC status is recorded in the "Demographics" section.

Alternatively, you can run a "Lot Log" report, which will allow you to see the VFC status of each patient who received a shot from a single practice during a specified time frame. To run a "Lot Log":

1. Click on the [Reports](#) tab at the top of the page.
2. Click on "Lot Log" (near the middle, under Vaccine Management).
3. You can then filter patients by specific lot number, vaccine name, source type (public or private), and time period. When validating data for testing purposes, choose "All Vaccines", "All Lots", and "All Sources". Put in the time period covered by the test file. Refer to screen shot below.

The screenshot shows the ImpactSIIS Statewide Immunization Information System interface. At the top, there is a navigation bar with tabs for Home, Patient, Vaccines, Reminder Recall, Upload, Reports, Administration, Help, and Call Center. The Reports tab is selected. Below the navigation bar, there are dropdown menus for Practice (A Test Clinic), Clinic (A Test Clinic), Provider (Sharyl Ridge), and Vaccine Giver (Sharyl Ridge). The main content area is titled "Lot Log Report" and contains a description: "This report shows your practice's lot usage during a specified time frame. It lists patients who received immunizations from each lot, the date they received them, and their category of VFC eligibility. It also includes vaccine type and name, manufacturer, lot number, and source." Below the description is a configuration table with five rows and two columns. The first column contains instructions, and the second column contains dropdown menus. The first row is for setting the Clinic or Physician/Provider Name. The second row is for selecting the report, Clinic or Physician/Provider, with a dropdown menu set to "All Clinics". The third row is for selecting the Vaccine Name, with a dropdown menu set to "All Vaccines". The fourth row is for selecting the Lot Number, with a dropdown menu set to "All Lots". The fifth row is for selecting the Lot source, with a dropdown menu set to "All Lot Sources". Below the table are two date input fields: "From Date: *" with the value "5/11/2013" and "To Date: *" with the value "6/10/2013". At the bottom right of the form are two buttons: "Cancel" and "View Report". At the bottom of the page, there is a copyright notice: "© Copyright Ohio Department of Health | Version: 2.5.32493.0".

1. Set the Clinic or Physician/Provider Name in the fields at the top.	
2. Select which report, Clinic or Physician/Provider.	All Clinics
3. Select the Vaccine Name.	All Vaccines
4. Select the Lot Number.	All Lots
5. Select the Lot source.	All Lot Sources

From Date: * 5/11/2013 To Date: * 6/10/2013

Cancel View Report

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4. Click on the View Report button.
5. The system will give you a report of patients who received shots along with the vaccine name, lot number, lot source, and VFC status among others.
6. Check to make sure each patient has an accurate VFC status indicated. As a VFC provider, the Unknown status is not an option since VFC status is required to be checked with each visit.
7. You can click on the patient's name to go directly to the patient record.

Please Call Your ImpactSIIS Representative with any Questions!

1-866-349-0002